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Boca Raton, FL 33431-5598
Phone: 561-237-7811 Fax: 561-237-7171
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REQUEST TO PREVENT DISCLOSURE

To: All Students

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that Lynn University with certain exceptions, obtain written consent before disclosing personally identifiable information regarding your record.

However, Lynn University may disclose appropriately designated "Directory Information" (see the list below) without your written consent unless you advise Lynn to the contrary by signing this form. The primary purpose of Directory Information is to allow Lynn University to include this type of information in certain school publications such as honor roll, recognition lists, graduation programs, or etc.

If you DO NOT want Lynn University to disclose "Directory Information" from your education records without your prior consent, you must notify the Office of the Registrar, by signing this form. **Please note that you cannot select individual items from the list below.**

Lynn University has designated the following as Directory Information:

All Addresses	Full/Part-time Status
Class	ID Photograph
College or School of Enrollment	Lynn University ID number
Dates of Attendance	Majors
Dates of Graduation	Merit Scholarship
Date and place of birth	Participation in officially recognized activities/sport
Degrees and/or Honors Awarded	Student Full Name
E-mail Address	Telephone and Text Message listings
Expected date of graduation	Weight and height

Student Name (print): _____ Student ID#: _____

Student Signature: _____ Date: _____
(electronic signature not accepted)

If this request is not received in the Office of the Registrar, it will be assumed that the above information may be disclosed until you indicate otherwise.